



# City of Austin

*Founded by Congress, Republic of Texas, 1839*

*Capital Contracting Office, PO Box 1088, Austin, Texas 78767 Telephone 512/974-7181*

August 26, 2020

To: Consultants Requesting RFQ Package

SUBJECT: Request for Statements of Qualifications (RFQ) for providing Professional Services for the  
2021 Roofing and Waterproofing Consultant Services Rotation List  
Solicitation Number: CLMP307 - **ADDENDUM No. 1**

This Addendum No. 1 modifies the RFQ issued August 17, 2020 for the above subject project.

## **Addendum No. 1**

### **1. REFERENCE – Evaluation Criteria, Consideration Item 4, page 4**

#### **DELETE THE FOLLOWING:**

Project Manager must be registered as an architect in the State of Texas at the time of submittal.  
Project Manager must be LEED AP or LEED GA accredited.

#### **REPLACE WITH THE FOLLOWING:**

Project Manager must be licensed as a professional engineer or registered as an architect in the State of Texas at the time of submittal. Project Manager is preferred to be LEED AP or LEED GA accredited.

### **2. REFERENCE – Evaluation Criteria, Consideration Item 6, page 5 & 6**

#### **DELETE THE FOLLOWING:**

The City has identified Major Scopes of Work to be provided for this project, which are included in the Scope of Services. Each scope of work can be accomplished through subcontracting other firms or utilizing the prime firm. The City is interested in the history and success of the firm proposed to perform the scope of work (subconsultant or prime), with projects of similar programs, budgets, and/or clients as the areas identified. List three (3) projects per Major Scope of Work meeting these criteria which have been completed in the past five years. In addition, City may consider history of firms in complying with project programs, schedules, and budgets based on previous City projects. If more than one firm is listed for a particular Major Scope of Work, the City expects the work will be divided evenly among them. If more than one firm is listed for a particular Major Scope of Work, list three (3) projects per firm per scope of work. Provide no more than one page per firm per scope.

#### **Major Scopes**

- Roof replacements
- Roof repairs

- Waterproofing repairs
- **Complete Form 8 for each Major Scope of Work listed in the Scope of Services. Provide no more than one page per Major Scope of Work, per firm. All major subconsultants listed in this item must also be included in your No Goals Utilization Plan.**

**REPLACE WITH THE FOLLOWING:**

The City has identified Major Scopes of Work to be provided for this project, which are included in the Scope of Services. Each scope of work can be accomplished through subcontracting other firms or utilizing the prime firm. The City is interested in the history and success of the firm proposed to perform the scope of work (subconsultant or prime), with projects of similar programs, budgets, and/or clients as the areas identified. List three (3) projects per Major Scope of Work meeting these criteria which have been completed in the past five years. ***Preference will be given to firms which have the following: at least one Roof Consultant Institute (RCI) Registered Roof Consultant (RRC) with at least three (3) years' experience, a RCI Registered Roof Observer (RRO), or a RCI Registered Waterproofing Consultant (RWC). They should also be members in good standing of the National Roof Contractors Association (NRCA) and provide documentation that supports certification and standing.*** In addition, City may consider history of firms in complying with project programs, schedules, and budgets based on previous City projects. If more than one firm is listed for a particular Major Scope of Work, the City expects the work will be divided evenly among them. If more than one firm is listed for a particular Major Scope of Work, list three (3) projects per firm per scope of work. Provide no more than one page per firm per scope.

**Major Scopes**

- Roof replacements
- Roof repairs
- Waterproofing repairs
- **Complete Form 8 for each Major Scope of Work listed in the Scope of Services. Provide no more than one page per Major Scope of Work, per firm. All major subconsultants listed in this item must also be included in your No Goals Utilization Plan.**
- **Documentation of Certifications**
- **Documentation of evidence of "good standings" of the National Roof Contractors Association (NRCA)**

**3. REFERENCE – Scope of Services, Major and Other Scopes of Work, page 2**

**DELETE THE FOLLOWING:**

The prime firm or team is required to have at least one Roof Consultant Institute (RCI) Registered Roof Consultant (RRC) with at least three years' experience, a Registered Roof Observer (RRO), a Registered Waterproofing Consultant (RWC). They should also be members in good standing of the National Roof Contractors Association (NRCA).

**REPLACE WITH THE FOLLOWING:**

The prime firm or team is required to have the following: at least one Roof Consultant Institute (RCI) Registered Roof Consultant (RRC) with at least three (3) years' experience, a RCI Registered Roof Observer (RRO), or a RCI Registered Waterproofing Consultant (RWC). They should also be members in good standing of the National Roof Contractors Association (NRCA) and provide documentation that supports certification and standing.

All other information in the Solicitation remains unchanged. Please remember this solicitation is currently in a "No Contact" period and all inquiries should be directed to the appropriate contact persons listed in the solicitation. If you have questions regarding this process and project related questions, you may contact me at (512) 974-7055 or [kitty.tunnell@austintexas.gov](mailto:kitty.tunnell@austintexas.gov).

Sincerely,



Kitty Tunnell, Procurement Specialist IV  
Professional Services Division  
Capital Contracting Office

cc: Jeremy Wall, Procurement Supervisor, CCO  
Scott Hilton, Rotation List Manager, CCO  
John Wesley-Smith, Business Development Counselor, SMBR